

**Bainbridge Island
Living Along the Waterfront Workshop
Shoreline Management Area
Breakout Sessions**

**Bainbridge Island High School
May 15, 2004**

Agenda

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|----------|--|
| 12:20 PM | Collect Lunch and gather for Breakout Groups by Shoreline Management Areas |
| 12:30 PM | Review Goals of each Breakout Session <ol style="list-style-type: none">1. Meet your neighbors2. Collect feedback and reactions to workshop3. <u>Briefly</u> identify possible projects4. Solicit volunteers to <u>help</u> organize and possibly <u>host</u> follow-up neighborhood meetings (on specific topics) & beach walks |
| 12:35 PM | Introductions (Meet Your Neighbors) |
| 12:40 PM | Complete Breakout Session Goals 2 – 4 (listed above) |
| 1:30 PM | Wrap up Breakout Session |
| 1:35 PM | Adjourn and Load Vehicles for Field Trip |

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Shoreline Management Area Breakout Session Co-Leads:

A

B

C

D

Bainbridge Island Living Along the Waterfront Workshop Shoreline Management Area Breakout Session Tasks and Goals

Breakout Session Tasks (Prior to and during Breakout Sessions):

Facilitators:

- Review Helpful Tips below prior to Workshop
- Become familiar with Breakout Session Goals (listed below)
- Recognize that you are the primary spokesperson to move the agenda forward

Note Takers:

- Review Helpful Tips below prior to Workshop
- Write Breakout Session Goals on easel paper and tack it on the wall or table
- Recognize that you are the primary note-taker during the session. Be sure to record all feedback and reactions to the workshop and all project ideas and participants who are willing to volunteer to organize follow up meetings on specific topics of interest and/or beach walks. Record the name of the person with the project ideas and all those who volunteer.
- Help the Facilitator to move the agenda forward

Breakout Session Goals:

- Meet your neighbors
- Collect feedback and reactions to workshop
- Briefly identify possible projects
- Solicit **volunteers** to:
 1. Help organize and possibly host follow-up meetings on specific topics and/or beach walks
 2. Communicate with shoreline neighbors who did not attend the workshop about the information and the overall program

Note: Please keep in mind that it's very important to accomplish all of the above goals to more smoothly transition into the next phase of the project.

Breakout Session Helpful Tips

- Try to keep your breakout session informal, but with an eye toward achieving the four specific goals (see Proposed Agenda)
- Ask participants to introduce themselves and mention where they live within the Shoreline Management Area and perhaps drift cell. Refer to the maps. You might want to try this **‘ice-breaker’** technique of asking folks to stand and line themselves up by where they live along the shoreline, say from North to South. This will require them to talk to one-another, which is a good way to start communications between individual participants. Perhaps the Facilitators can take this job on.
- Collect feedback and reactions to the workshop. The Note Taker needs to record them on easel paper. Ask questions like: Why did they come to the workshop? What are their concerns? Did you learn something that might be useful to you? Can we call you in 3 months to get an update on how you might have used the information from the workshop?
- Briefly record project ideas within their Shoreline Management Area or perhaps drift cell. The Note Taker needs to record this information on easel paper. Please don’t spend too much time on this item, since it will be one of the primary purposes of the follow up activities. Don’t cut someone off, however, particularly if they are very willing to participate in the program.
- Encourage participants to share common interests by volunteering to host a follow up meeting and/or beach walk. Inquire about the possibility of holding these follow up activities in conjunction with neighborhood association meetings. Also, encourage participants to explore the Shoreline Management Area Resource Package and other handouts (including the maps), particularly how one area might be similar or different than another.

Soliciting Volunteers (The primary goal of the breakout sessions!):

- Be sure to be very clear about what you’re asking them to volunteer to do.
- Ask for a small commitment from participants, rather than a large one.
- Look for ways gauge or perhaps increase their comfort level in volunteering, by asking questions like:
 - Can we get back to you with additional information?
 - Can we call you later to get your feedback on volunteering, after you’ve had a chance to think about it for a while?
 - Can we assist you by sending someone out to discuss volunteering a bit further?
- If you do see signs of commitment to agree to volunteer, ask them something like:

“Can I **count** on you to help us organize and possibly host follow-up with community meetings & beach walks?”